

# Fall USHRAB Meeting (2023-10-10 10:34 GMT-6) - Transcript

## Attendees

Alan Barnett, Alan Barnett's Presentation, Becky Wright, Emily Johnson, Genesie Miller, Genesie Miller's Presentation, Heidi Steed, James Kichas, James Kichas's Presentation, Nichelle Frank, Paula Mitchell, Robert Burch

## Transcript

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**Genesie Miller:** Thank You, Heidi.

**James Kichas:** We're recording now. And so just to recap we do have a motion from Alice to Our meeting minutes from our May 2023 meeting and that's been seconded by Paula. And so I'm going to go just to do a roll call vote so Alice Okay, Becky.

**Robert Burch:** Yes. Furry.

**Becky Wright:** Yes.

**James Kichas:** Paula. Nichelle.

**Paula Mitchell:** Yes.

**James Kichas:** And Emily.

**James Kichas:** Okay, and I also vote We have our minutes approved, so thank you for that piece of business. Next up on our agenda is just an update section where we're gonna provide an update on a few of the things that have been going on. Since we met in May, and I've got the first one, and it's the work that the outreach and training team has been working on it. So that's been Alice, Nichelle Emily. And I meeting and kind of figuring out the best way to move forward with our outreach and training. So I'm gonna share my screen really quick and just show the group. what we're kind of put most of the eggs in the baskets. Hold on one second.

**James Kichas:** so our group has talked a lot about how we sort of prioritize getting the word out about the ushrab and we landed on probably a very good first step that will help facilitate a lot of our future planning is to actually start getting down on paper, some of the different

**James Kichas:** Tabling and scholarship groups, and events that we want to interface with where these would be groups and places where we could be connecting with audiences who would benefit from using the Ushrab. So we've started this out as a brainstorm and my intention was to just show everybody what we've been working on and then sharing this out after the meeting with everybody and an open invite.

We'd love to have you contribute things, about onto this list and then our intent from there would be to use this as an actual planning document. We have our working session at the January retreat, we can actually refer to this and start making some really sound decisions about. We only have, this much time this much this much resource, Where do we want to sort of target it this year? Do we want to work with this group? We want to that that would be the intent of that conversation, but let's get the information out there first and then we can kind of go from there. Is that making sense to everyone?

**James Kichas:** Any questions for anybody on That group, anything we can answer.

**James Kichas:** Not hearing anything, I'm gonna stop sharing so I can see everybody again and look for an email. I'll send it out after this meeting. And I will share access to that. And like I said, Please help us with filling out anything. about that would be a value for us to be able to plan around. So that's my update from the outreach training side. And before I turn it over to Jen, anybody on the outreach team have anything else to add that? We've been planning or discussing not to put you on the spot. But All right, then I'm gonna go ahead and hand it to Jen to give an update on the website.

**Genesie Miller:** Okay, let me share my screens. We can all look at the website at the same time and got to find the right tab because I have 20 open right now. Here we go. All right.

**Genesie Miller:** So, this is our homepage for our website. Is everyone seeing this Cool. So primarily the updates that have been happening for the last month or so, or generally kind of archives from month related. Just wanting to get all that content that we have up there, In time for the beginning of October and mission accomplished. I think so. Right now, our homepage has this, notice at the top that will take people directly to Archives Month, as well as we have our menu over here, You can either go directly to the food page that has the general notes on the theme, links to our event about the poster design, and some selection of digital exhibits that we've put up. So you see, here's a beautiful poster.

**Paula Mitchell:** I love this poster.

**Genesie Miller:** What me too. It's so colorful and cheerful, it makes me smile. Every time I look at it and I just love that when we had, our all staff meeting, we were discussing what the mystery bits in the Jello, are on the poster. They are so far unsolved, it's an unsolved mystery, but it's fun. Yeah. If you want to, oops, if you would like to, you can actually download this poster. Along some other related graphics Danelle made each item in the poster Its own little individual image. So it's very modular which is why she's able to redesign into different sizes and stuff so we can have banners and other lengths and...

**Robert Burch:** Now.

**Genesie Miller:** everything. It's really neat. So, if you want that you download your own digital copy? Or like I said in, my email we can actually send you a poster if you would like one. we have a page for our event on October 14th. This Saturday, just sort of detailing why of the event and the registration on Eventbrite. And then I asked Danelle to do an artist statement. Just explaining a little bit about Process behind her design and just sort of anything she wanted to say. I didn't give her very formal rubric or anything for it. I just said, it'd be nice to know why you pick the things that you did. And if you have any other thoughts on, the theme or the topic.

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**Genesie Miller:** So she did that me. And then she did a little brief paragraph on a little bit, the background for all the items on the poster so you can get to know a little bit more. About everything that's there. Feel free to look at that. I won't do the whole thing on the website. I did find I had never heard of the Four Corners potato before so I thought that was really interesting. I was familiar with the three sisters but yeah, that this wild potato. Was really cool and also learning that the sego Lily was something that was harvested by the local, Native American groups, as a food source was also really cool. And then finally, just our digital exhibits page. Have a little bit of content from Utah Humanities and various university libraries stuff from here at the state archives. So there's lots of clickable content there on the site. Should you want to peruse it?

**Genesie Miller:** So that's where the state of things as far as the website Going to stop sharing for now, so I can actually look at you again. There we go. So yeah, that's what sort of like Lauren and I have been really talking with each other because she needs the content there so she can promote it on social media. So we've been very much coordinating with each other to give her some stuff that she can actually link to in social media and there's stuff to go back to you. So yeah. That's what I've been up to. Any questions or you can move on to the next? Agenda item. Thank you.

**Robert Burch:** You did a good job.

**Genesie Miller:** Thank I've gotten better at wrestling with WordPress it. Sometimes it fights me back on image sizes and it wants to make everything a certain size so it's always kind of tricky when it gets very insistent, but managed to work around at this time,

**Genesie Miller:** The next agenda item. that's the grant management software. so,

**Becky Wright:** because,

**Genesie Miller:** Until recently we have been using community grants which is an app that's built on the Salesforce platform, I'll try to get into too many.

**Genesie Miller:** Technical details about it. But basically the summary that particular app doesn't play very nice with the state archives, own instance of Salesforce. And so we were having some problems with it during the grant season. Which is why if you'll recall, I had to send you some of the grant applications through as a PDF and you had to read the manually and they weren't actually uploaded onto the site so that's why. So we were hoping to get a new grant management software that was separate from the archives that was easy to use and would play nice with everyone's logins and we would have to worry about any of those problems. Something nice and off the shelf ready to go importantly with 24/7 support, Unfortunately, it seems that the state of Utah government is looking into acquiring a statewide grant management software, but they're in the process of a giant. Listening tour to figure out what everyone's needs are, which is good. But also means

**Genesie Miller:** dealing with the wheels of government and they're ever so slowly turning. So for the time being it appears that I will be the grant management software because we don't really want to go back into Salesforce basically because I was kind of doing some of the Anyways, so might as well do it all manual instead of this weird half thing. Entertain the idea of doing a Google Form version of our application, maybe for this time around, but the ability to auto save your progress on that. It's very contingent on if the person who's applying is using their Google account. If they're not, then they lose all progress and I can only imagine the headache. I will get if someone feels it up part way.

**Genesie Miller:** And then, loses their progress and then the email me asking where their progress and have to be like it's gone. so let me look back into my notes from the meeting. So as far as who is acquiring the new grant software, it's intended for the whole state. I believe the person overall in charge of the project I want to say it's Chris.

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**Genesie Miller:** I should prepare that for the meeting for that question because it's an inevitable question. Jim, do you happen to remember who the point person was on that project.

**James Kichas:** I forget who I think it's the new chief technology.

**Genesie Miller:** First out, okay.

**James Kichas:** But it's coming from the highest level of DTS This is Alan Fuller who's our director of Dts's pet project? So it's being talked about that. Yes, the highest level of BTS. And that's what our IT director has let us know.

**Genesie Miller:** Yeah, and I think he appointed someone to do a listening tour.

**James Kichas:** Yeah, and I forget you're right and I'm forgetting the name of that person...

**Genesie Miller:** Yeah, Chris Williamson,...

**James Kichas:** who can't find out. Yes, there you go.

**Genesie Miller:** Chris Williamson. Darius. Yeah. So he's the one who's doing the listening tour and when I submitted our own supplementary documents on the other grant systems we had looked at I requested that you should be a stop on that listening tour so hopefully that'll happen. Eventually, what we shall see, I suspect we're probably getting back into Salesforce on a different platform because on, July 18th, Salesforce dropped their own Salesforce made Grant Management software program. Instead of the community grants thing that was being used before by some places in the state of Utah. So I suspect that's probably where the wind is blowing, but I don't know. So we might be doing Salesforce again but we shall see but for the time being I will just process everything. It'll be fine. There's not that many to do with anyway. So

**Genesie Miller:** But that's just an update on what the grant application process is probably going to look like for this upcoming grant year. That's all I got on that unless there's any other questions?

**James Kichas:** Okay.

**James Kichas:** Thanks, I apologize. I needed to switch rooms the Internet decided to drop out in my office for some reason. So, hopefully I'm here with The rest of the meeting, we don't have any more network issues. Moving To our next item we did want to just have a quick debrief with the board about this year's grant around because we did sort of make some changes to how we went through it this year in previous iterations. We'd always had a volunteer board member do the pre-grant review process with our team and then provide feedback that way. This was the first year we have asked all board members to do that and provide their comments back. And then we worked as a group to, review the changes that people have gave an opportunity to get questions about, sort of technical issues, or concerns out to the grant applicants before,

**James Kichas:** Final Grant was due. Basically we would just like to know how that looked from the board's end. Was it an ownerous amount of work, was that it feel manageable? Yeah we just love some feedback on how it looks from your perspectives.

**Robert Burch:** I thought.

**Paula Mitchell:** Seems like it was so long ago.

**James Kichas:** Yeah.

**Becky Wright:** Don't think it was particularly onerous. I felt like it. Pretty well. And maybe if we had a lot more applications it would be onerous but It was fine. It worked.

**Paula Mitchell:** And it kind of made the next portion of the grant when we actually looked at them as a board,...

**Becky Wright:** Title.

**Paula Mitchell:** we all kind of were familiar with what was going on. It seemed like we just weren't looking at least in my perspective. We weren't looking at it cold turkey so to speak. So yeah, I appreciated that extra time.

**Nichelle Frank:** That's me. It kind of feels like free An assignment where I tell students You can submit stuff to me early and I'll look at it and that way when it comes to actually grading it it just goes more quickly because I know what it is and any improvements that we're suggested and all that kind of thing. So I kind of like it personally

**James Kichas:** Excellent.

**James Kichas:** It was a great feedback to hear. I'll speak for our team from the administrative and we loved it. It was a lot cleaner. It made that go a lot more efficiently than a lot of our grant meetings have gone in the past in terms of being able to and to your point. Paula just really none of this was coming as a surprise to anybody and we sort of knew the concerns and whether they had been addressed which I think led to better decision making overall. if you have additional thoughts or anything please shoot them Jen and this is something what we can talk about at the board retreat. If we want to carry it forward as the way we do the grants this spring. Then that's the approach. We'll take with that caveat. Now that we might be doing this in paper, which is the same amount of work just in a different way. but yeah, I think that's pretty good feedback. anybody else want to add anything to this?

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**James Kichas:** From the state archive side, too.

**James Kichas:** Thank you all for being willing to experiment in trying to improve that process. I think we landed on something on something that's better that we can, maybe tweak but I think it seems like the right way of doing this. So, that's a good segue into the last item we had and it is just a discussion of our 2024 board retreat. We wanted to take the opportunity to have discussion with the group, in this space, to get some info, kind of, how do we want that day to look? What would be the model agenda that gets sort of the most work done. And so, we have a few things that we'd like, to propose as items for discussion and so I think it'll be sort of a team sharing event of just kind of

**James Kichas:** Giving a little bit of background on what these items are. But as we're talking about these items, we'd love to hear from you. So be thinking about, this is something we've never done at a board retreat and I think Be high value in it or this is something we've done in the past, it's just a waste of time. We'd love to get that kind of feedback to really make this as positive time together as possible. So, with that being said, the first item we'd, like, to sort of talk to the board about is about the regional repository program and Alan, were you going to just give a little bit of a briefing on that? In your muted.

**Alan Barnett:** Thank Yeah, I was gonna give a little bit of just for update on the discussions that have been going on. so,

**Alan Barnett:** Most of you may not be familiar with our regional repositories program except for Paula who I think has been involved from the beginning, but just give you some background. The reason repository program was a program set up by the state archives and about 2006-2007 and it was originally intended as a way to set up A repositories throughout the state that could have copies of. Local government records. That we have here at the archives. and make them accessible locally because there was this concern that particularly for some of the outlying areas in the state, it was a lot of trouble to come all the way here, to Salt Lake to research their local history and so trying to build

**Alan Barnett:** Some repositories throughout the state where local history could be made accessible. And to that end, we designated a regional repository for each of the 29 counties throughout the state. And then we got Nhprc grant funding, to help, set up the program and we gave Repositor or his money so that they could

**Alan Barnett:** set up some infrastructure and whatnot for the program.

**Alan Barnett:** I'm going to Throw you that the repositories that were part of the network.

**Alan Barnett:** Okay, you seeing that? Okay. So that shows you a map of the state

**James Kichas:** Yeah.

**Robert Burch:** Yeah.

**Alan Barnett:** some repositories took responsibility for presentation for local records for several counties. but every county was sort of accounted for sort of covered in this and

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**Alan Barnett:** and then,

**Alan Barnett:** This is the actual list.

**Alan Barnett:** Of the repositories. And what counties they each. Were responsible for?

**Alan Barnett:** So the things that we did with regional repository program, the state archives, we provided microfilm of local government records. If we had microfilm Of local government records, either county records, or municipal records. Then we would provide copies of that microphone to the regional repository responsible for that area, So it could be available locally. And then we sponsored an annual regional repository forum to provide training and networking and that was funded by Anna. PRC, Grant

Money. And then it turned out the regional repositories hosted, various ushrab, sponsored training. So the ushrab was really connected into this. because this network provided this

**Alan Barnett:** These places to host throughout the state, so we can travel the state and do training throughout the state. And then the state archives in the Ushrab. Provided expertise and mentoring, particularly for the larger repositories. Utah, State Suu Uvu didn't need a lot of support but some of the smaller ones did. And so the state archives and you shall were able to provide that mentoring for those, so, if we look at this, what we would consider some of the successes and the benefits of the program is that it created a strong statewide network. we built these relationships throughout the state, that benefited, the state archives, and the Ushrab,

**Alan Barnett:** It also sort of provided eyes and ears. It was a way of Provide these communication channels. so that we at the archives in it, ushrab would hear about things going on throughout the state that we might not have, otherwise

**Alan Barnett:** We provided training to regional repository staff, particularly, like I said, support for the smaller repositories. And then, I think it helped these regional repositories to engage in their communities. As repositories of local history, and it gave them a certain sort of status. I think it as particularly for some of the smaller ones, sort of It gave them a sense that they had authorization or they had some sort of status that they could go out and present themselves as we are an official regional repository collecting local history. So those are some of the benefits of the program.

**Alan Barnett:** Some of the issues I think that that came up, we had some initial funding to set up the program that funding dried up. And so then there was no more money to help people help these repositories. To do this work.

**Alan Barnett:** and then, We found out the regional repository forums that we had, which were great networking opportunities, but we found it difficult to because we had such a broad spectrum of repository some that were very professional and some that were volunteer organizations. And so trying to hit, training that would be beneficial to everybody was a little bit of a challenge and then Some of the repositories after the initial setup of the program really didn't show much interest. And I don't know if that was because we didn't keep them engaged or be because they had a lot of things on their plate. But some of the repository sort of Didn't do much of anything after the initial startup.

**Alan Barnett:** So we've been looking as the staff here, the arteries we've been looking at. where this program is at. It's been essentially inactive, I would say mostly for the last since about 2018, I can't remember if it's 2017 or 2018. We had our last Meeting of the regional repositories.

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**Alan Barnett:** And so we've been looking at what was good here? How might we move forward and revamp, this program to retool it for the current situation, the world we're living in now

**Alan Barnett:** So we sort of saw that the greatest benefit of the program, was this network of large and small repositories, that could cooperate together. To preserve local history.

**Alan Barnett:** State archives really. Our mandate only applies to the government records. So we sort of limits our role directly and so we thought that maybe a broader approach. To encouraging the presentation of local history would need to include other partners and we talked a little bit about, what

role could the ushrab play because the Ushrab does have a broader reach as far as preserving all historic records. Throughout the state. So the question is the ushrab an organization that Could be a partner And continuing this idea of a network of repositories of local history.

**Alan Barnett:** So the next steps that we're looking at is I'm going to try to carry on some conversations with some of our Old regional repository members and with some local history, archives to assess what the needs are and the interest is. So I'm hoping to talk to Paula. Have a conversation to hear, kind of what her experience has been over the years and some of the other people have been involved over the years. And what they've seen is the sort of the positives, the good things where we might do better. And then I think we like to have a discussion the Ushrab about

**Alan Barnett:** If there's a role for the ushrab in, maintaining some kind of network of local repositories and what that might look like. So, I think the idea is that we may put this on the agenda for the winter retreat as a topic of discussion. but we wanted to put this in front of you. So you have sort of a background to be thinking about that before we meet at the beginning of the year so that we can have a protective discussion about, what direction, might this go and what role might the Ushrab play in any questions or

**Robert Burch:** And I have a question is there a cost for these locations to maintain the regional repositories?

**Alan Barnett:**

**Alan Barnett:** There's no car there hasn't been any cost for that for them to be part of the network. But we did at the time,...

**Robert Burch:** Okay.

**Alan Barnett:** we set some standards as to, they would have to meet to be able to qualify.

**Alan Barnett:** and that included, you...

**James Kichas:** Presentation.

**Alan Barnett:** having some you...

**Becky Wright:** For you.

**Alan Barnett:** training having And a stable organization. and having regular hours where they can provide access to the public, so there were some requirements that had to meet and there could only be, we didn't want to set up competing Regional repositories for the same area. so, we made for each county. There was only one repository designated so there wouldn't be competing can repository, so

**Robert Burch:** So Has there been difficulty? I'm sorry. Emily's asking a question in the chat. Have we talked to them at all yet? She's asking.

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**Alan Barnett:** Emily. I didn't see the first part of your I saw it just quick flash when I get to read it, that there's somebody else who is trying to do this sort of thing.



**James Kichas:** Yeah, if I'm understanding right, Emily's pointing out that in state histories new strategic plan, there's a goal to develop in support regional history nodes, dedicated to local history across the state that have we talked to them at all yet. So that's another stakeholder in. This would be state you.

**Alan Barnett:** No. I wasn't aware that that was in their plan. So that seems like a perfect partner. So, I think that's something that we could explore. We have a discussion with them and maybe between state archives, The Ushrab and

**Alan Barnett:** The historical society. we Put together a program that would be robust and beneficial. So, I appreciate that Emily because that was not on my radar.

**Robert Burch:** So I have one more question I'm as far as ...

**Alan Barnett:** Please.

**Robert Burch:** each of these locations maintaining the open hours for access and meeting the other qualifications still.

**Alan Barnett:**

**Alan Barnett:** I assume that most of them are...

**Robert Burch:** Okay.

**Alan Barnett:** I think there's been a lot of turnover and staff in the last. it's 16 years, something like that. So some of these repositories do not even know that they were designated as regional repositories. And we've had a few people, contact us and say I'm new here, I understand we're a regional repository. What does that mean? and we respond to them that. this is something that we're kind of reviewing. To sort of reformulate,...

**James Kichas:** Crazy.

**Alan Barnett:** maybe update what that program looks like So I don't know. I have not had contact for quite some time for at least, Five or six years with some of those regional repositories and maybe part of the problem is that we have not had a regular sort of avenue of communication. but I know some of them are because I have had reason to interact with a few of them, but some of them, I have hadn't know, interaction with so,

**Robert Burch:** So maybe since some of them don't know that they are repositories when new people come in, I'm wondering if it would help to compile an Informational training, pamphlet little booklet. That is given to each of them that they keep on at a certain desk kind of thing.

**Alan Barnett:** yeah, I think it's a really good idea To provide something that explains the program and that they can refer to. And that new people can see and become oriented to what the program's about. So I think it's a Really good idea. Alice. And something.

**Robert Burch:** And maybe a sticker that they can put on their door next to their hours, that indicates them as the regional repository for X County or X Counties because some of them cover several counties. Not be good for the public to know.

**Alan Barnett:** Yeah, no. Yeah, I think sort of raising the public profile. Of these repositories and, ways trying to look at ways that we can do that. And this is stuff that Though we didn't really look at earlier on. And so I think that's why this, reevaluation of it. I think is really overdue. so I appreciate those ideas...

**Robert Burch:** Okay.

**Alan Barnett:** because I think those are Both of them really good ideas that we ought to include in our future discussion. So

**Paula Mitchell:** I'm really happy to see that you're taking another look at the regional repositories. I thought they were so ial. To the smaller areas. But to us, it was sort of a way to get to know that the smaller areas and to help the smaller institutions, because of the connection through the regional repositories, we ended up with some wonderful, local history from Beaver that we would have never received. We were able to work with the Silver Reef Museum on several projects that they were doing. I just really think it's beneficial and I'm really happy Emily that the state history. Is looking into this as well because not only did we were able to provide the government records for the local area, but some of that local history is so important. So I'm really happy about this Alan really happy.

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**Alan Barnett:** Yeah. And that's one of the things that I found is that when people would approach us and say, I have these materials, what should I do with them? I would say, these are not government records, so the archives can't take them, but I have this whole network. Of repositories that I can direct you to. And so there were a few things that ended up getting directed towards Paula because they fit into her region and into their sort of their collecting

**Alan Barnett:** And we were able to have a few other things came along. We directed them to other repositories so we had places that we could refer people to say, we're not the right place, but we know a place that would be that, we know that we can trust, because they've got a good staff with some training. They've got a good facility, they have open hours so that if you don't eat something to them, it will be made available to the public. So, we have these sort of trust and repositories that we can refer people to, and that was one of things that I really liked that. that I knew that I could direct people To a place. so there were some really good stuff. I appreciate that feedback. Paula

**Alan Barnett:** And yeah and I would and so I think that's the kind of thing that we want to continue somehow in some form and we need to figure out what that looks like moving forward and how do we improve On whatever successes we found in the past. How do we improve on that and keep that going? so I think so that'll be a topic for our discussion of discussion and I will try to do some more homework before our Retreat. So that I can bring a little bit more feedback from other people who have participated and maybe the smaller repositories around the state it's kind of what their needs are and

**Alan Barnett:** And so that I can add a little bit more to that discussion but I think we have a good robust discussion about this. At the winter retreat.

**Alan Barnett:** All right, so that's just an FYI. So it's on your radar, something you can be thinking about and we'll get a chance to talk about it later. So,

**James Kichas:** Thank Another item and this is one that's kind of something we'd like to talk about the retreat. I think it's just a good standing.

**James Kichas:** Awareness building for that for, coming year, but it's about new board members and how that process plays out, we have, everyone's on a fixed term at the end of this year,...

**Becky Wright:**

**James Kichas:** we have three of those terms coming to a very lucky for all of us, Alice has said she is interested in extending and staying on the board. Chief finished out the last half of Terens term after Teren left the board. So Alice will get to start our own term which will be fantastic. Sadly Paula will be leaving us. She's maxed out the number of terms that we can have her. But if at all possible Paula, we would love to have you at the Winter Retreat to have that sort of continuity building with whoever you're replacement is no pressure but we'd love to have you if you're available attend, and then Cheryl is also going to be rolling off. And after conversations with her she's decided it's just not a good time in her life to take on.

**James Kichas:** Another term of service. So we're looking at possible, replacements, reverse. So over the last few months Jen and I have been meeting with several folks who are possibly interested in filling the open four terms that were going to have coming open here. So we'll keep everyone the board appraises as we try and get that focus. If you have any ideas though, of anybody in your professional networks that you think would make a current,

**James Kichas:** Great Ushrab board member, please pass them off to Jen and I we have a list that we maintain that. We're sure just trying to document who the person is, where they're at, who the referral came from. And then that has proven to be very helpful in, we have a board seat opening down in the Cedar City area, who's on our list that we can turn to, We'll talk to Paula, we'll get some recommendations from her and that's been a good way to sort of grease. The wheels here of getting new board members sort of through this process. So we'll look at that list will kind of talk about the board members that'll be coming up at the end of 2024 at the winter retreat. Just so we all have kind of an shared awareness of how the mechanics and makeup of the board look, so any questions on that.

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**Robert Burch:** I do have a question Jim, so I didn't realize that You want the board members to come from all over the different.

**Robert Burch:** So it covers the state as much as possible?

**James Kichas:** That in a perfect world, that is great. If we can get that kind of representation just so that we can kind of, and there may be just, pragmatic decisions that have to get made. This person is a good fit for now. And they may be taking a board seat that normally was down south, then, maybe we'll look at the next another term coming up and sort of changing it out that way. But yes, as much sort of diversity over from around the state as possible, the better we have been trying to work with our division of Indian affairs to see if there's anybody from the tribes who would be interested. So we put out something you can speak. That's better than I can. Jen a, it's a newsletter that goes out to the tribes.

**Genesie Miller:** So we reached out to them and a couple times and then I heard back and I wrote a formal letter requesting recommendations and just kind of bring awareness to the tribal leaders who are having a meeting this month. I believe I want to say they're meeting is on Composite Friday I'm not sure I can't remember the exact date. I have to go back and look at my notes to figure out exactly when so I tried to

**Genesie Miller:** Follow up on after I sent the letter out to kind of hear more about what was happening with the letter. But unfortunately it's kind of been crickets once again from the other side. So I'm hoping that the letter was shared in their newsletter or perhaps that letter is being presented at this upcoming meeting. And maybe there might be a communication that comes through sometime this week with some suggestions for potential board members. That can represent one of the seven tribes here and in the state but so far it's been very hit or miss as far as getting communication through the Bureau of Indian Affairs. and we're not supposed to reach out directly to the tribes. So it's sort of like we're supposed to go through them. So it's a little bit challenging in that respect. Try and get things moving, but that's kind of where we're at with that.

**James Kichas:** And we did ask Darcy because Usu has had a pretty good working relationship with the Northern Shoshone. Working on several different projects. We did reach out to her and ask if she had any ideas or thoughts of anyone. She's worked with in that area. I know she's out of the office right now. It should be getting back next week, so we'll see if she has anything offer on that as well. But That's our update for that. We'll give everyone kind of in the loop as we hopefully get some thumbs up from people who have expressed interest, we're just kind of waiting on word for some folks so we'll keep you in the loop. okay, so the next item that we just want to put on your radar just to be thinking about

**James Kichas:** It's been a really long time since we sat down and looked at the bylaws for the ushrab, the actual sort of governing rules and we'd like to do that with the board. In this upcoming meeting gonna be high value in it, through the

**James Kichas:** Yes, we can. So we've spoken to Sally McDonald down unfortunately. She has commitments right now that will not allow her to participate. We spoke to Steve Decker at the Cedar City, Public Library. That was a Paula recommendation. He let us know that the timing isn't right for him. Right now last week, we just had a sit down with Paula's replacement Broder at Suu Kathleen, sounded very interested. She's also taking on a lot of different service opportunities right now. But she said she would let us know within the week. So feeling pretty hopeful about that. The other place we did reach out in addition to Darcy was, we did reach out to former board member Sam Passey over in Vernal, because he was one who originally made the recommendation for Cheryl and he did get us back two names that I haven't had a chance to sit down a coordinate with you Jen on yet, so,

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**James Kichas:** So there's two potentially over in the Unto Basin area that we might be reaching out to as well. So,

**James Kichas:** You're Hopping back to the bylaws conversation. We'd like to talk to the board about our bylaws kind of what they currently say. And possibly work as a group to make some changes and some updates. these are just three that are sort of

**James Kichas:** Probably highest order because we've actually encountered them and could see value in amending the bylaws to speak to the specific issues a little bit more. We don't have a defined process for what happens if a board member changes. Midterm. So if somebody actually does need to leave for whatever reason, we don't have a defined process for how that plays out, so we need to get that documented and written down, We've never had a chair or coordinator of the board, which does make it sort of, if I'm not available, then everything is sort of hinging on my availability. It would be great to possibly have a built in co-chair. Who can facilitate things if I'm not available and we'd like to see that probably come from the board. It would be one of those service opportunities on the board to do that

service and possibly have a little bit more working relationship with the chair on planning these meetings and doing that kind of thing just sort of spitballing right now. Those are

**James Kichas:** The two main ones but we're inviting the board. We'll send out the current bylaws. in advance of the meeting, we'd love for you to take a look at them, and come to the meeting prepared, with any ideas you have for where the bylaws are either confusing silent on important issues. Let's get them tuned up. So that it's actually as a governing document Really, it's serving us in You. So that was the update on Any questions on that?

**James Kichas:** Jen can you maybe give us a little bit of a tutorial on the next one which is potential other grant possibilities because you put some really good work into how that could look. Are.

**Genesie Miller:** So we get our programming from the Nhprc State Board Programming Grant and we are obligated to do a cost match for that. So when we ask for 40,000, we have to give 40,000 so we're breaking even

**Genesie Miller:** I've been looking at sort of the previous years of grant history, the finances and also for this year's because I just turned it all in and we've regularly been over matching for our cost share which is not a problem. but it also means that there might be a way to use some of that cost matching money that were kind of overpaying and maybe looking to Another grant opportunity that we could use to supplement some more of our you should have programming. So,

**Genesie Miller:** I've been looking into different kinds of grants that are available federally. We have federal and private or the grants and I have a few options we could be looking into. I'll try not to go into two terribly much detail but the Nhprc has public engagement with historical records. Is a grant.

**Genesie Miller:** A Potential Grant Option, Although that one is a lot higher. So that one would probably be something we would want to. If we decided we wanted to pursue other grant options, we want to build to because it starts at 50,000, but we also have The Nhpurities Archives Collaboratives, which if you wanted to pursue the regional repository program, that would be a way to work with between Ushrab and the state archives and whatever. And also the Historical Society and other institutions to sort of work out a regional repository program. It takes three or more partners for that application to qualify for such an application. They could do planning grants which are a 25k or there's implementation grants which can be up to 100K.

**Genesie Miller:** There's also public impact projects, at smaller organizations. The maximum work for those is 25,000 but we could obviously ask for a smaller amount and that is a grant with a national endowment of the humanities. and then there's also private ones. the biggest one probably is a melon foundation, they have a public knowledge grant. that one would probably be the most challenging to actually successfully apply to there are extremely competitive. You actually have to be invited to apply you to give them a 300 word, summary of what you want to do and then you have then they decide if they want to hear more or not. But it's just wanted to put the potential opportunity out there that if we wanted to expand board, programming in other directions, and do something.

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**Genesie Miller:** In addition to what we're already doing, there are options out there that we could actually take if we wanted to pursue it. So it's something that we could discuss at the Winter Retreat. If there is interest in such a thing,

**Genesie Miller:** That's my feel.

**Robert Burch:** I think we should discuss it.

**Genesie Miller:** You can put it on the agenda.

**James Kichas:** Thank you, Jen. And then the final one is we've been having some internal conversations at the archives of how to sort of continue to improve Archives month and how that goes and we'd like to talk to the board about that and again not to put you on the spot Jen but you are putting in work and I think planning on putting in more work on some possible suggestions for how it could look in the future. That might make sense. Is there anything else to add?

**Genesie Miller:** I mean I have a parking lot of ideas and I would certainly love to take those out of the garage and put them on the highway and floor it with them. But, we should talk about it first. So I think one of the Challenges for planning has been that we don't really have a set mission. Statement or goals for what Archives month is supposed to be. And I think having an that would be good start to get some sort of clarity about the kinds of things that we want to do. Because right now, it's part of having an Archives month. Program is part of the strategic plan and some of the plan goals, but what that actually looks like is TBD. So it would be nice to be able to talk about that. And then the other thing, too, is just looking at what has been done in the past

**Genesie Miller:** A lot of Archives month, programming has sort of been focused on presenting content in some way to the public. So, last year with the water, they had the big, water summit in partnership with other organizations who are working on the topic of water throughout the state. This year, we have our food theme. More partnering with the historical society with their people's of Utah revisited. So it's kind of been sort of like putting the content out there for the public to engage with, in that way. But one way that I was seeing that we might kind of review Archives month is look at instead of making content rather than having people come into the archives. Showing people how they can actually use archives rather than us presenting sort of a theme and a sort of a content that other people would have to build in order to use if that makes sense.

**Genesie Miller:** For example, by setting a theme like food. It's very broad but at the same time, a given organization might not necessarily have that. They're going collections might not exactly have that content or it might not be the best quality of what they actually do have in their collection of what the public could actually get from them. So I think it'd be worth having a conversation kind of setting up what we want Archives months to look in the future. And what our actual goals, what we're trying to accomplish with archives. A month, might help bring a little bit of clarity in the planning process.

**Genesie Miller:** If that makes sense.

**James Kichas:** Thanks.

**James Kichas:** So we've kind of just thrown a lot at us, potential ideas for the agenda and so certainly we could take a minute to, discuss this, that's going to be probably a full day's work of activity right there, but we've certainly want to hear from the board. If there are other ideas of anything, any of you think we should be talking about as a group, I envision will probably we have in past years talk about what a year of service looks like on the board and make assignments based on that based on what our sort of collective goals are. But yeah, anything else that comes to mind immediately or that, we've got plenty of time to get this agenda, So if you have ideas, you can send them to generate. We can make sure they get included.

**James Kichas:** The only other one that's coming to the mind for me, Jen. And I just want to make sure we have a note on this. It's just a mechanics thing. This is always a good opportunity for us to do our very brief training on the Open Public Meetings act so that we're staying in compliance with Legislation and expectations. So we'll give a little bit of time to that as well.

00:55:00

**James Kichas:** Like I said, plenty of time to think on this so will be sending out between now and when we actually hold the retreat a lot of information as far as the planning the dates. And yes, we'd love to hear from board members and help refine it down to the most effective use of our collective time as possible. So that's everything we had on the agenda for today but I certainly love to throw the floor. Open, are there any items from any board members to bring forward at this time that you want the group to know about or that we need to discuss.

**Paula Mitchell:** Yes, thank you for the opportunity to serve on this board. It's been a real eye-opening, fun board. We've got a lot of things done. I really like how active this sport is. So, thank you, Jim. I appreciate it. And thank you, Jen.

**James Kichas:** I didn't know. thank you, Paula for the stellar service.

**Genesie Miller:** Yeah.

**James Kichas:** You've given the board and I can certainly speak on behalf. I think of everybody, we're gonna miss you a lot on this board, but we do know where you are. So at we have questions, we can always, hopefully find you. And if at all possible, we'd love to have you at the winter retreat. That would be a good send off.

**Paula Mitchell:** Think, thank you.

**James Kichas:** Not hearing anything else. Being brought forward, we can end this a half hour early get this done within an hour. So I would just ask for a motion to adjourn.

**Robert Burch:** Before we adjourn I do have one question. Do we have a date or...

**James Kichas:** Sure.

**Robert Burch:** date range yet for January?

**Genesie Miller:** We haven't actually talked about that yet. It just sort of is January at the moment.

**Genesie Miller:** Guess we'll have to start talking about that.

**James Kichas:** Bits of information out here soon so that we can hopefully start. Getting some time blocked out on your calendar. So that hopefully we're come first serve. So I think if that's okay. n. You and I will work internally with our team to start getting some very basic stuff out to at least nail the other day.

**Robert Burch:** Okay, and this will be in person, right?

**James Kichas:** That we would like to keep things in person if at all possible. We found that it's just so much more effective to have the time together in person. So what would be

**Robert Burch:** Okay.

**James Kichas:** Okay.

**James Kichas:** Not hearing anything else. I'd go back to the entertaining, a motion to adjourn.

**Paula Mitchell:** Go. I'll do that motion to adjourn.

**James Kichas:** Thank you Paula's. And can I get a second for that? Thanks, Becky,...

**Becky Wright:** I'll second it.

**James Kichas:** so We don't need to do a roll call on that. Thank you all for your time and we'll be in touch soon.

**Paula Mitchell:** Thank you. Have a great.

**Robert Burch:** Thank you, everybody. Thank you, Paula.

**Paula Mitchell:** Rest of the day.

**Genesie Miller:** Yeah, you too.

Meeting ended after 00:58:28 🙌